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IN THE UNITED STATES BANKRUPTCY COURT
FOR THE DISTRICT OF ARIZONA

In Re	Chapter 11
DEBTOR NAME,	Case No.XX-XXXXX-PHX-SSC
Debtor(s).	ORDER APPOINTING COUNSEL FOR TRUSTEE

Upon the Application of INSERT NAME OF TRUSTEE, the Chapter 11 Trustee in the above-captioned bankruptcy proceeding, requesting that the law firm of INSERT NAME OF LAW FIRM("Firm") serve as bankruptcy counsel to the Trustee and upon the verified statements filed pursuant to Rules 2014 and 2016, Rules of Bankruptcy Procedure ("RBP"), and said Firm being duly admitted to practice in this Court, and the Court being advised that the Firm represents no adverse interest to the Trustee, and advised that the Firm is a disinterested party, pursuant to 11 U.S.C. §§ 101(14) and 327, and the Court being advised that said employment is necessary and will be in the best interest of this estate,

IT IS ORDERED that the Firm shall be employed as of INSERT DATE, the date that the application and the verified statements were filed with this Court, to serve as bankruptcy counsel of the Trustee, subject to the terms set

forth in the Application with certain qualifications set forth hereinafter.

IT IS FURTHER ORDERED that at the time the Firm submits its application for approval and payment of attorneys' fees and costs with the Bankruptcy Court, the Firm should comply fully with all provisions of RBP 2016, including providing the Court with a detailed billing statement attached to the application. The detailed billing statement should have the tasks performed by the Firm broken down on a daily basis in a detailed manner with the actual time expended, allotted to each task, so that the Court may ascertain how much time was expended by the Firm on research, drafting of a pleading, attendance of the Firm at a court hearing, etc. It is not acceptable to "lump" entries; that is, to list "research and draft motion." It is also not acceptable to have vague or incomplete entries, such as "telephone call to client" or "research on motion to vacate stay."

IT IS FURTHER ORDERED that any application submitted to the Court shall not include any requests for the payment of overhead. For instance, to the extent that the Firm includes overhead costs for computer-assisted research, for long distances telephone calls, for facsimile charges, etc., said overhead costs should be deleted from the actual requests for costs submitted to the Bankruptcy Court.

1 IT IS FURTHER ORDERED that the costs to be
2 included in the application should constitute only the
3 necessary and actual costs incurred by the Firm; therefore,
4 such cost items as secretarial overtime, or similar charges,
5 should not be included in the cost statements to be
6 submitted to the Bankruptcy Court for approval.

7 IT IS FURTHER ORDERED that if the services
8 rendered are not set forth in a detailed manner, or the
9 costs are not broken down in a detailed manner with full
10 explanation therefor, that the lack of detail may result in
11 the denial of the fees or costs requested, or in the Court
12 requesting additional information before the approval of the
13 fees or costs requested.

14 IT IS FURTHER ORDERED that this Order is subject
15 to reconsideration if unique circumstances so warrant.

16 DATED AND SIGNED ABOVE
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